



DEPARTMENT OF THE NAVY
FLEET AVIATION SPECIALIZED OPERATIONAL
TRAINING GROUP PACIFIC FLEET
P.O. BOX 357068
NAS NORTH ISLAND
SAN DIEGO, CALIFORNIA 92135-7068

CANC frp: NOV 02
FASOTRAGRUPACNOTE 5215
N1

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FASOTRAGRUPAC NOTICE 5215

Subj: NUMERICAL CHECKLIST OF EFFECTIVE DIRECTIVES

Ref: (a) SECNAVINST 5215.1C

Encl: (1) List of Effective FASOTRAGRUPAC Instructions
(2) List of Effective FASOTRAGRUPAC Notices
(3) List of Cancelled FASOTRAGRUPAC Instructions & Notices
(4) Directive Review Memorandum

1. Purpose. To publish a numerical list of effective instructions and notices issued by Fleet Aviation Specialized Operational Training Group, Pacific Fleet (FASOTRAGRUPAC).

2. Action

a. Addressees shall review enclosures (1) through (3) to verify that applicable instructions/notices are held. Addressees requiring copies of instructions/notices should submit requests to FASOTRAGRUPAC North Island admin or obtain off the web-site.

b. Detachment Officers in Charge will ensure a copy of all detachment directives are forwarded to code N1 when published.

3. Review. As required by reference (a), each FASOTRAGRUPAC instruction is reviewed at least annually, normally on the directive anniversary date, by the Department assigned as delineated in enclosure (4). Addressees are encouraged to submit recommended changes and corrections to the Commanding Officer, attention to the cognizant action code. Request for

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changes and supporting justification should be submitted during the review month indicated for the applicable directive, unless circumstances dictate that changes should be made sooner.

4. Cancellation Contingency. Upon receipt of new FASOTRAGRUPACNOTE 5215.



M. R. ALLEN

Distribution:
FASOTRAGRUPAC 5216.3A
Lists A & B

LIST OF EFFECTIVE FASOTRAGRUPAC
INSTRUCTIONS (numerical order)

FASOTRAGRUPACNOTE 5215

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"FASOTRAGRUPACNOTE 5215" - EFFECTIVE INSTRUCTIONS

ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
N016	JAN		1040.2	D	6-Jan-93	PROFESSIONAL DEVELOPMENT BOARD (PDB)
N1	AUG		1050.5	P	4-Aug-96	MILITARY LIBERTY & LEAVE POLICY AND PROCEDURES
N016	MAY		1221.1	E	22-May-01	INSTRUCTOR CERTIFICATION & EVALUATION PROGRAM
N14	MAY		1306.1	H	2-May-95	INDOCTRINATION PROCEDURES FOR NEWLY REPORTING PERSON
N4	JUN		1306.2	C	2-Jun-92	STUDENT INDOCTRINATION PROCEDURES (CH-1 27AUG93)
N2	AUG		1320.1	D	31-Aug-95	POLICY & PROCEDURES FOR TEMPORARY ADDITIONAL DUTY
N14	MAR		1336.1	F	10-Mar-93	ROUTING OF SPECIAL REQUEST AUTHORIZATION
N32	FEB		1500.1	F	22-Oct-01	TRAINING STANDARD OPERATING PROCEDURES (SOP)
N01J	JUL		1500.2	O	19-Jul-99	SAFETY PROCEDURES FOR CONDUCTING SURVIVAL, EVASION, RESISTANCE AND ESCAPE (SERE) TRAINING
N01F	MAY		1500.4	F	3-May-00	PROCEDURES FOR REQUESTING MILITARY TRAINING QUOTAS
N1	DEC		1553.1	B	18-Sep-01	MASTER TRAINING SPECIALIST (MTS) DESIGNATION PROGRAM
N21	JUL		1560.1	C	10-Jul-90	PROMULGATION OF GMT PROGRAM, IN-SERVICE TRAINING & STANDARDIZED TRAINING FOLDER
N01F	OCT		1601.2	K	23-Oct-97	WATCH ORGANIZATION, WATCHSTANDING REGULATIONS & CO LOG

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"FASOTRAGRUPACNOTE 5215" - EFFECTIVE INSTRUCTIONS						
ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
N01F	OCT		1601.2	K	23-Oct-97	WATCH ORGANIZATION, WATCHSTANDING REGULATIONS & CO LOG
N01J	MAY		1620.1	D	18-May-00	EXTRA MILITARY INSTRUCTION (EMI)
N14	FEB		1626.1	L	1-Feb-93	LEGAL PROCEDURES
N01F	JUN		1650.2	E	30-Jun-00	CASH AWARDS FOR MILITARY AND CIVILIAN PERSONNEL FOR SUGGESTIONS, INVENTIONS OR SCIENTIFIC ACHIEVEMENTS
N1	APR		1650.3	G	13-Jul-01	PERSONNEL AWARDS
N1	APR		1650.6	B	25-Apr-01	ENLISTED INSTRUCTOR OF THE QUARTER/YEAR (IOQ/IOY) PROGRAMS
N32	SEP		1700.5	C	8-Sep-99	FASOTRAGRUPAC SAILOR OF THE QUARTER/YEAR (SOQ-SOY) PROGRAM
N2	MAR		1710.1	H	26-Mar-97	RECREATION COMMITTEE
N14	OCT		1720.1	I	31-Oct-94	NAVY SPONSOR PROGRAM
N1	JAN		1770.1	E	16-Jan-97	CASUALTY ASSISTANCE CALLS PROGRAM
N19	OCT		1800.1		12-Oct-94	RETIREMENT CEREMONIES FOR PERSONNEL ASSIGNED
N14	AUG		2110.1	V	26-Aug-93	MESSAGE HANDLING PROCEDURES
N14	JAN		3070.1		20-Jan-93	OPERATIONS SECURITY (OPSEC) PROGRAM

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ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
N2	NOV		3131.2	J	20-Nov-00	RESISTANCE TRAINING FOR SURVIVAL, EVASION, RESISTANCE & ESCAPE (SERE) INSTRUCTORS
N008	DEC		3440.1	G	31-Dec-92	EMERGENCY MANAGEMENT PLAN (EMP)
N14	FEB		4110.2		4-Feb-93	HAZARDOUS MATERIAL CONTROL & MANAGEMENT PROGRAM
N017	JUN		4200.1	B	25-Sep-01	NAVSUP COMMERCIAL PURCHASE CARD POLICIES & PROCEDURES
N3	MAR		4423.1	D	13-Mar-91	SERE DEPARTMENT SPECIAL CLOTHING/EQUIPMENT
N01J	APR		4500.1	F	28-Apr-00	PROCEDURES FOR PROPERTY SURVEY ACTIONS
N3	APR		4570.1	D	27-Apr-00	ACQUISITION/DISPOSITION OF MATERIAL DRAWN FROM DEFENSE REUTILIZATION & MARKETING OFFICE (DRMO)
N01J	FEB		5090.1	B	4-Feb-99	SITE SPECIFIC HAZARDOUS MATERIAL CONTIGENCY PLAN
N19	JUL		5100.2	A	8-Jul-98	OCCUPATIONAL SAFETY & HEALTH PROGRAM MANUAL
N14	MAR		5102.1	B	1-Mar-91	PERSONNEL INJURY, ILLNESS, AND MISHAP REPORTING
N32	AUG		5110.1	C	22-Aug-96	AVAILABILITY, OPERATION & USE OF U.S. MAIL HANDLING FAC SERVICES AT FASOTRAGRUPAC HEADQUARTERS (CH-1)
N14	MAR		5216.3	A	30-Mar-00	STANDARD MAIL DISTRIBUTION LIST
N14	JUN		5239.1	B	5-Jun-95	AUTOMATED INFORMATION SYSTEMS SECURITY

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"FASOTRAGRUPACNOTE 5215" - EFFECTIVE INSTRUCTIONS						
ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
N2/N3	JUN		5290.2	C	15-Jun-92	ISSUANCE OF AUDIOVISUAL EQUIPMENT, MINOR TRAINING DEFENSE MEDIA
N01J	MAY		5291.1	B	1-May-00	PROCEDURES & GUIDELINES FOR REQUESTING AUDIOVISUAL PRODUCTION SUPPORT FROM FASOTRAGRUPAC
N19	APR		5292.1	B	26-Apr-00	OBTAINING GRAPHIC ARTS SERVICES
N01F	FEB		5305.1	C	26-Feb-93	POLICY ON CEREMONIAL/RECOGNITION PRESENTATION
N1	DEC		5310.2	D	19-Dec-94	MONTHLY ON-BOARD REPORT
N2	SEP		5350.2	E	13-Sep-94	COMMAND MANAGED EQUAL OPPORTUNITY PROGRAM
N3	JAN		5355.1	F	26-Jan-93	SUBSTANCE ABUSE PROGRAM (CH-1)
N14	APR		5440.1	P	28-Apr-00	FASOTRAGRUPAC ORGANIZATIONAL MANUAL
N1	MAR		5510.1	S	30-Mar-01	COMMAND SECURITY PROGRAM FOR CLASSIFIED MATERIAL
N1	AUG		5530.1	C	20-Aug-90	PHYSICAL SECURITY & LOSS PREVENTION PLAN (CH-1)
N1	JAN		5530.2		16-Jan-90	KEY & LOCK CONTROL PROGRAM
N3	OCT		5532.1	B	18-Oct-93	SOP FOR SUSPECTED INTRUDERS AT WARNER APRINGS REMMOTE TRAINING SITE
N19	DEC		5720.4	A	29-Dec-99	FASOTRAGRUPAC WEBSITE POLICY

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"FASOTRAGRUPACNOTE 5215" - EFFECTIVE INSTRUCTIONS

ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
NO17	JUN		5750.1		4-Jun-91	COMMAND HISTORY
NO1J	JUL		5811.1		26-Jul-00	DUTIES OF PRELIMINARY INQUIRY OFFICERS
N008	JUN		5830.2		30-Jun-89	PROCEDURES FOR THE INVENTORY OF PERSONAL EFFECTS
N2	FEB		6100.1	K	2-Aug-01	HEALTH & PHYSICAL READINESS PROGRAM
N2	OCT		7303.2	N	13-Oct-98	ACCOUNTING & ADMINISTRATION OF OFC-10 OFC094 FUN ASSINGED TO FASOTRAGRUPAC
N14	JUN		7420.1	A	1-Jun-00	CIVILIAN TIMEKEEPING & PAY PROCEDURES
N1	NOV		7500.1	A	22-Nov-88	FLIGHT ORDER/SPECIAL PAY AUDIT BOARD
SWO	AUG		8023.1	A	31-Aug-00	PROCEDURES, GUIDELINES & SOP FOR HANDLING & ISSUE OF SMALL ARMS, AMMUNITION AND PROTECHNICS AT REMOTE TRAINING SITE WARNER SPRINGS
N14	APR		8130.1	B	23-Apr-90	SMALL ARMS NON-COMBAT ORDNANCE REPORTING PROCEDURES
N14	APR		11014.2	L	14-Apr-99	REQUEST FOR MAINTENANCE & REPAIR OF FASOTRAGRUPAC FACILITIES
N3	MAY		11240.1	C	12-May-00	GOVERNMENT VEHICLES
N2	MAR		11320.10	G	17-Mar-97	SAN DIEGO FIRE BILL
N14	APR		12410.10	C	27-Apr-00	CIVILIAN TRAINING & DEVELOPMENT

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ORIG	RVW MONTH	CLASS	INST #	SERIES	DATE	SUBJECT
N2	OCT		12430.10	B	30-Oct-98	PERFORMANCE MANAGEMENT PROGRAM
N14	NOV		12450.10	H	8-Nov-93	CIVILIAN EMPLOYEE OF THE QUARTER & YEAR
N008	FEB		12451.1		20-Feb-98	INCENTIVE AWARD PROGRAM (CH-1 27 JAN 99)
N1	JUN		12630.2	B	14-Jun-91	SICK LEAVE PROGRAM
N017	MAY		12700.1	A	1-May-00	EQUAL OPPORTUNITY (EEO) AND GRIEVANCE PROCESS

LIST OF EFFECTIVE
FASOTRAGRUPAC NOTICES

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"LIVE FASONOTE 5215" - LIST OF CURRENT FASO NOTICES				
DEPARTMENT	CANC FRP	NOTICE #	DATE	SUBJECT
N1	Aug-02	1301	26-Oct-01	ASSIGNMENT OF PRIMARY & COLLATERAL DUTIES, AND OFFICER PRECEDENCE LIST
N3	Sep-02	1500	22-Oct-01	FISCAL YEAR (FY) 2002 CLASS CONVENING SCHEDULES FOR FLEET AVIATION SPECIALIZED OPERATIONAL TRAINING GROUP, PACIFIC FLEET (FASOTRAGRUPAC) COURSES OF INSTRUCTION
N1	Aug-01	5214	INCHOP	RECURRING REPORTS
N1	Aug-01	5215	INCHOP	NUMERICAL CHECKLIST OF EFFECTIVE DIRECTIVES
N2	Oct-02	3131	18-Sep-01	QUOTA ALLOCATION AND REQUIREMENTS FOR SUVIVAL, EVASION, RESISTANCE AND ESCAPE (SERE); DESERT ENVIRONMENTAL SURVIVAL TRAINING (DEST); PEACETIME DETENTION AND HOSTAGE SURVIVAL (PDAHS)

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FASOTRAGRUPAC CANCELED INST'S

INST #	SUBJECT	REASON CANCELED
1000.1D	ACTIVITY MANPOWER MANAGEMENT	SERVED PURPOSE
1040.1	RETENTION PROGRAM	SERVED PURPOSE
1221.1D	PROCEDURES FOR QUALIFICATION, CLASSIFICATION & EVALUATION OF ENLISTED PERSONNEL ASSIGNED TO INSTRUCTOR BILLET	SUPERCEDED BY 1221.1E
1500.1E	TRAINING STANDARD OPERATING PROCEDURES (SOP)	SUPERCEDED BY 1500.1F
1500.4E	MILITARY TRAINING QUOTAS	UPDATED
1500.5I	REPORTING SYSTEM FOR FORMAL TRAINING COURSES	UPDATED
1553.1A	MASTER TRAINING SPECIALIST (MTS) DESIGNATION PROGRAM	SUPERCEDED BY 1553.1B
1616.1F	NAVY ENLISTED PERFORMANCE EVALUATION MANUAL CASH AWARDS FOR MILITARY & CIVILIAN	COMMAND INST NOT NEEDED/USE BUPERINST 1610.10
1650.2D	PERSONNEL FOR SUGGESTIONS, INVENTIONS OR SCIENTIFIC ACHIEVEMENTS (RCS DD-FM & P(A) 1345 (1650)	SUPERCEDED BY HIGHER DIRECTIVES
1650.3F	PERSONNEL AWARDS	SUPERCEDED BY 1650.3G
1650.6A	ENLISTED INSTRUCTOR OF THE QUARTER/YEAR (IOQ-IOY) PROGRAMS	SUPERCEDED BY 1650.6B
1700.3B	VISITATION OF HOSPITALIZED PERSONNEL	SERVED PURPOSE
1750.1C	FAMILY OMBUDSMAN	SERVED PURPOSE
2305.1N	OFFICIAL TELEPHONE COMMUNICATION SERVICE	SERVED PURPOSE
3501.1C	COMMAND RECALL BILL	MAINTAINED IN COMMAND DATABASE

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FASOTRAGRUPAC CANCELED INST' S

INST #	SUBJECT	REASON CANCELLED
4200.1A	NAVSUP COMMERCIAL PURCHASE CARD POLICIES & PROCEDURES	SUPERCEDED BY 4200.1B
4235.1B	PROPER SUBMISSION OF REQUEST PROCUREMENT	SERVED PURPOSE
4440.2L	CONTROL OF ACCOUNTABLE MATERIAL W/IN FASOTRAGRUPAC	SUPERCEDED BY 5400.1P
5041.1R	ZONE INSPECTION	SERVED PURPOSE
5100.1A	FASOTRAGRUPAC TOBACCO PREVENTION	SERVED PURPOSE
5213.1J	FORMS MANAGEMENT	SERVED PURPOSE
5216.3G	CORRESPONDENCE PROCEDURES	SERVED PURPOSE
5292.2	COMPUTER GENERATED DIGITAL DUP SERVICES	SERVED PURPOSE
5353.1B	DRUNK DRIVING PREVENTION PROGRAM	SERVED PURPOSE
5530.3	PHYSICAL SECURITY & LOSS PREVENTION PLAN FOR REMOTE TRAINING SITE WARNER SPRINGS	INCORPORATED IN FASOINST 5440.1P
5830.1E	RESPONSIBILITIES & INSTRUCTIONS FOR PRELIMINARY INQUIRY OFFICERS	SERVED PURPOSE
6000.1A	MANAGEMENT OF PREGNANT SERVICE WOMEN	SERVED PURPOSE
6100.1J	HEALTH & PHYSICAL READINESS PROGRAM	SUPERCEDED BY 6100.1K
6360.1	BASIC FIRST AID TRAINING	INCORPORATED IN FASOINST 1500.1F
7500.1D	DET HI, AIRCREW PROCEDURES & FLIGHT ORDER AUDIT BOARD	SERVED PURPOSE
12300.1B	CIVILIAN PERSONNEL INDOCTRINATION GUIDELINES	SERVED PURPOSE
12730.1A	UNAUTHORIZED USE OF ALCOHOLIC BEVERAGES & NARCOTICS	SERVED PURPOSE

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Date

MEMORANDUM

From: Administration Officer
To: Department Head, Code _____

Subj: DIRECTIVE REVIEW

Ref: (a) SECNAVINST 5215.1C
(b) FASOTRAGRUPACNOTE 5215 of 11 Aug 01

Encl: (1 Command Directive

1. To meet the annual review requirements of references (a), enclosures (1) is forwarded. The review should be done with the objective of canceling, updating, or consolidating with another published directive, as appropriate, and be completed no later than _____. This may be done electronically and signature indicated with /s/ and then forwarded.

2. When the review has been completed, please check the applicable item below and forward memo via email to the Admin Officer.

/s/
R. D. WINBLAD

Date

FIRST ENDORSEMENT

From: Department Head
To: Administrative Officer

Enclosure (1) has been reviewed and the following is provided:

CANCEL _____
Date Canceled & Reason Canceled

CANCELED & CONSOLIDATED WITH THE FOLLOWING _____
Date & INST/Notice

UNDER REVISION/EXPECTED COMPLETION DATE _____
Date

REVIEWED/NO CHANGES _____
Date

Signature

Encl (4)

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Date

MEMORANDUM

From: Administration Officer
To: Department Head, Code _____

Subj: DIRECTIVE REVIEW

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(b) FASOTRAGRUPACNOTE 5215 of 11 Aug 01

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To: Administrative Officer

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CANCEL _____
Date Canceled & Reason Canceled

CANCELED & CONSOLIDATED WITH THE FOLLOWING _____
Date & INST/Notice

UNDER REVISION/EXPECTED COMPLETION DATE _____
Date

REVIEWED/NO CHANGES _____
Date

Signature

Encl (4)